

**Save This Packet For Your Information**

**VACATION  
Of Streets, Alleys, and Easements**

**APPLICATION INFORMATION  
Land Division Administration**

**City of Shakopee  
129 Holmes Street South  
Shakopee, MN 55379  
(952) 233-9300**

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# VACATIONS

## CITY OF SHAKOPEE INFORMATIONAL HANDOUT

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### Petition to Initiate Process:

The vacation process requires that a petition be received from the majority of the owners of the property abutting the property that is being proposed for vacation. The City Council may also initiate a vacation by the adoption of a resolution.

### Vacation Recorded With Scott County:

The resolution of vacation is recorded with the Scott County Recorder and the County Assessor by the City Clerk. If the property is torrens, the resolution cannot be recorded with the County Recorder. The property owners abutting the right-of-way being vacated must expand their titles by short court proceedings. If part of the property is abstract and part is torrens, two resolutions must be prepared; one describing the abstract property and one describing the torrens property. The one describing the abstract property can be recorded. The one describing the torrens property cannot be recorded, and the property owners must expand their titles by short court proceedings. The City Clerk will calculate the appropriate recording fees as required by the current Fee Schedule. The filing fees must be paid prior to the recording of the vacation.

### Additional Information:

If you have any questions regarding the vacation process, please contact the Community Development Department at (952) 233-9300.

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